



Report to the Auburn City Council

Action Item <i>12</i> Agenda Item No.
<i>[Signature]</i> City Manager's Approval

To: Mayor and City Council Members
From: Jack Warren, P.E. Director of Public Works/City Engineer
Date: August 10th, 2009
Subject: Solar Photovoltaic Project

The Issue

Shall the City Council direct staff to arrange for an Interview Panel to evaluate Proposals received for a Solar Energy Project for the City of Auburn and appoint a Council member to participate?

Conclusion and Recommendation

Staff recommends, BY MOTION, create an interview panel for the Solar Photovoltaic Project.

Background

On February 23, 2009 Council directed staff to prepare a Request for Proposals for the City of Auburn's Solar Photovoltaic Project. Due to the amount of contractors and firms that may be interested in the project; the City issued a letter of interest to 219 firms on May 5, 2009. The City received letters from 22 firms interested in receiving the Request for Proposals. The Request for Proposals was mailed on June 5, 2009. The City received 6 proposals for the Solar Photovoltaic Project and staff is in the process of the initial evaluation. During the initial review, staff determined that all the proposals vary greatly. Staff is proposing to create an interview panel and request the firms to make a presentation. Staff is proposing the interview panel consist of City staff, a member of City Council, perhaps another government agency representative with recent experience with a solar project, and possibly an expert who could advise the City who has no conflict of interest. The firms to be interviewed are as follows: Pacific Power Management, Photon Finance, Premier Power Renewable Energy Inc, and Solar Power Inc.

Two other firms, Sonray Construction, and Solar City Electric, were not responsive to the RFP and staff recommends they not be interviewed. It is suggested that the makeup of the Interview Panel generally follow the description above but input from Council is invited.

Alternatives Available to Council; Implications of Alternatives

1. Proceed with Staff Recommendation
2. Do not proceed with staff recommendation

Fiscal Impact

Staff time currently is the only fiscal impact.

